



**CITY OF WESTMINSTER  
PLANNING AND ZONING COMMISSION  
MEETING SUMMARY**

**June 9, 2016, at 7 PM  
City Hall, 1838 Emerald Hill Lane**

A meeting of the City of Westminster Planning and Zoning Commission was held at City Hall, 1838 Emerald Hill Lane in Westminster, Maryland 21157, on June 9, 2016, at 7 PM.

Chair Peggy Bair, Council Member Suzanne Albert, Commissioner Kevin Beaver, Commissioner Nancy Palmer, and Commissioner Lori Welsh-Graham were present. City staff Bill Mackey and Carroll County Planning Liaison and Comprehensive Planner Scott Graf were present.

The following were present and signed-in: Mr. Ryan Dear and Mr. Marc A. Marzullo, PE.

Chair Peggy Bair opened the meeting at 7:00 PM. Commissioner Beaver moved approval of the minutes of the May 12, 2016 meeting. Council Member Albert seconded. The motion passed.

Chair Peggy Bair opened Old Business. There were no items under Old Business. Chair opened New Business. Mr. Graf reported that there were no items to report from Carroll County.

Chair Peggy Bair opened the discussion of the proposed site plan for a monopole to be located on Independence Way in Westminster Technology Park. Mr. Mackey reviewed the staff memo and staff recommendation. Mr. Dear and Mr. Marzullo presented the proposal and answered inquiries by Commission members. Council Member Albert moved for approval, noting the positive recommendation. Commissioner Welsh-Graham seconded. The motion passed.

Under comments, Mr. Mackey noted the Francis Automotive, Inc. special exception use which was heard by the Westminster Board of Zoning Appeals on June 7, 2016. The Commission opted not to review the proposal formally, asking that the City move forward with the proposal.

Mr. Mackey noted that the Board of Zoning Appeals is scheduled to conduct a public hearing on a proposed variance for a sign on July 5, 2016, which would be the first challenge to the newly adopted sign code provisions. Chair Peggy Bair and Council Member Albert plan to attend.

Chair Peggy Bair requested in future that Commission packets contain selected pages from the applicant's proposals, such as vicinity maps and layouts. Entire sets of plans are not necessary.

The Commission adjourned at 7:59 PM.